



Program Directors' Newsletter

Spring 16

ABP's New Program Portal

The ABP recently launched a program portal for program directors and program coordinators. Program directors may access the portal at olt.abp.org. Once logged in, general pediatrics, medicine-pediatrics and subspecialty program directors may:

» Manage Profiles:

Update the program's contact information
View or update the program's coordinator name and contact information
Assign program coordinator privileges (see below)

» View Reports:

View trainees' results on examinations, beginning with the examinations given in the fall 2015.

General pediatrics program directors may access general information about the General Pediatrics In-Training Examination (ITE) and view the program's order status under In-Training Exam tab. They may also grant privileges to general pediatrics program coordinators to order ITE and view and download trainee results on examinations.

Subspecialty program directors may grant privileges to the program's subspecialty coordinator to view and download trainee results on examinations.

Questions about signing on the portal, or how coordinators may gain access to the portal may be directed to scushman@abpeds.org.

General Pediatrics ITE: TIPS for Online Payment

- \$85 per examination; payment is due 30 days following the order.
- Only electronic payments will be accepted for GP ITE exams
- Preferred method is credit card. If the credit card's limit is not sufficient to pay for the order in one transaction, consider making multiple orders and payments for your program.
- eCheck can be completed by entering your routing number and bank account number for payment.
- Electronic Funds Transfer (EFT) or Automated Clearing House (ACH) transactions may be completed by your program's accounts payable department. This may require registration by the ABP with your program's accounting department.

Questions regarding payment should be sent to: accountsreceivable@abpeds.org

New in 2016 – General Pediatrics ITE: Order Online, Pay Online, Test Online!

In order to streamline the registration process and help control costs, the ABP has automated the processes for ITE ordering and payment. The new program portal offers an electronic registration and payment process. Paper checks will no longer be accepted for exam payment. Instead, when an order is completed, a choice is made to pay for the exams right away via credit card or to forward the invoice to an accounts payable department for electronic payment.

Online Testing for General Pediatrics ITE – Internet Based Testing (IBT) Administration: *July 13-20, 2016*

The ITE may be administered on any day during the test window (July 13-20, 2016). Step-by-step instructions and a proctor's guide will be sent to chief proctors in early June. Proctors must 1) arrange for a testing location, 2) perform a systems check for each device used, 3) plan to communicate with residents before the test administration, and 4) plan for each administration to be proctored.

Resident and Fellow Orientation Slide Decks

General Pediatrics Resident Orientation Slide Deck:
Click here for this slide deck with speaker notes that provides an overview of what residents need to know about the ABP.

New! Subspecialty Fellow Orientation Slide Deck:
Click here for a slide deck that provides key information about the ABP targeted for entering first-year fellows.

Important Resources for Program Directors:

- » Access the ABP's 2015-2016 Workforce Data.
- » View the ABP's most recent Annual Report.
- » See the 2016 and 2017 examination dates here.

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Communicating Evaluations Confidentially

Program directors and coordinators may have received encrypted emails that require a confidential password from tracking and evaluation staff at the ABP. We realize that the use of a password to open the email adds another layer of effort, but we believe that this step is important to protect your trainees' confidentiality and privacy.

NEW Fellowship Start Date

The Council on Pediatric Subspecialties recently recommended that subspecialty fellowships delay their start dates, including orientation, until at least July 7 each year. The ABP supports this recommendation. Please note that regardless of the change in start date, 36 months of training must be completed.

July 7, 2017

Test Security

The ABP is committed to fostering professionalism and to ensuring that results from its in-training examinations provide a true measure of a candidate's own ability. As part of this commitment, examinees are required to agree to abide by the ABP Honor Code prior to taking an examination. In addition, individuals who will proctor the ITE must sign an agreement which includes an acknowledgement of their responsibility for maintaining test security. Beginning in summer 2016, all examinees will be asked to acknowledge an Exam Day Agreement that highlights the expectations and obligations related to test security for those taking ABP examinations.

Trainee responses on the ITE are subjected to test security analyses in order to determine whether they showed any statistically unlikely patterns of similarity, or whether trainees had scores that were unusually high for their training levels. The ABP cross-checks these results against seating charts and proctor incident reports. A separate Test Security Report naming trainees who were flagged in these security analyses is sent to affected programs as part of the results package.

Trainees who take Subspecialty In-Training Examinations (SITE) at Prometric Testing Centers encounter additional security measures, including use of an electronic wand to sweep for unauthorized electronic devices. These and any other irregularities (eg, accessing notes in a locker during an unscheduled break) are reported to the ABP by the Prometric test center administrator. The ABP reviews the incidents to determine if inappropriate behavior has occurred. If an incident report is found to have merit, it is forwarded to the trainee's institution for further review.

Incidents that compromise examination security may result in the withholding of scores and possible legal action against the candidate. Program directors and coordinators are strongly encouraged to use incident reports to mentor trainees in professionalism. It is important that trainees know that the ABP is committed to maintaining the security of its examinations and the integrity of its certifications.

Exceptions to Core Fellowship Training

The ABP relies on the requirements specified for accredited training to provide the essential, broad experiences necessary for subspecialists to take a certifying examination. However, some fellows are spending substantial time in sites that are not part of the accredited program, such as international locations or other institutions where there is not an accredited fellowship program. If a fellow wishes to spend an extended period of time physically away from the accredited program, the plan should be presented to the ABP to ensure that the requirements for certification will be met. The ABP encourages flexibility during training, and asks program directors to communicate in advance when a trainee desires to complete any experiences that deviate from the usual training. When planning such training experiences, please keep in mind:

- *The usual 36 months of fellowship are required to be completed by all fellows. A waiver of up to 2 months of training may be requested near the end of training if a fellow has experienced a family or medical leave. However, waivers of training for convenience, such as a late start, are not granted.*
- *At the end of fellowship, the trainees' clinical performance and professionalism must be evaluated as satisfactory. One year of training may be evaluated as marginal; a second year marked as marginal for clinical performance cannot be credited.*
- *Training credited for ABP certification must be in the environment of the training program under the supervision of the program director. If an extended period of training is planned in which the trainee is not physically at the accredited program, such as an international site, prospective approval must be sought by the ABP.*
- *The trainee's scholarly product should be provided to the ABP at the completion of fellowship. If the work product is incomplete at the end of the fellowship, this can be indicated on the Verification of Competence form, and the work product can be submitted when it is completed.*

Earning ABP MOC Credit for ACGME Program Evaluation & Improvement

The American Board of Pediatrics is now offering Part 4 Maintenance of Certification (MOC) credit to program directors, faculty, residents and fellows who engage in quality improvement to address areas that were identified during the program's annual program evaluation or the self-study.

The Accreditation Council for Graduate Medical Education (ACGME) requires all programs to complete an annual program evaluation, and requires programs on continued accreditation to conduct a more comprehensive self-study every 10 years. The ACGME's Next Accreditation System (NAS) places greater emphasis on program self-evaluation with the goal of improvement, with both the annual program evaluation and the self-study intended to facilitate this improvement. The overall approach in the NAS is well aligned with ABP Part 4 MOC activities, which focus on physicians' activities to improve practice, with the goal of improving patient care.

For more information and to download a template to document a program's improvement work, [click here](#).